

Totem Lake Work Plan				2011				2012				Comments
				1st	2nd	3rd	4th	1st	2nd	3rd	4th	
Symposium Issues	Department/Staff Responsibility	Short-Term Objectives	Tasks									
Planning												
Reconsider zoning. Make more flexible or market-driven. Consider incentive-based, form-based and other zoning models.	Planning (Lead)	Evaluate potential code amendments that don't require comprehensive plan amendments.	Staff ID list of potential amendments		x							
			Review list with developers and property owners			x						
			Review with Economic Development Committee			x						
			Review list with Planning Commission and City Council			x	x					
			Obtain direction on which amendments to further consider			x	x					
			Process code amendments				x	x	x			
	Planning (Lead)	Identify opportunity sites, analyze current incentives, and explore additional ones.	Staff ID sites		x							
			ID potential incentives			x						
			Review with Economic Development Committee			x						
			ULI technical assistance panel assessment		x	x	x					
	Planning (Lead)	Identify plan amendments.	Staff ID list of potential plan amendments		x							
			Review list with developers and property owners			x						
			Review with Economic Development Committee			x						
			Review list with Planning Commission and City Council			x	x					
			Obtain direction on which amendments to further consider			x	x					
			Process plan amendments					x	x	x	x	
	Planning (Lead)	Consider more flexible Comp Plan Amendment process.	Consider allowing TL related amendments annually		x							
			Review idea with Planning Commission and City Council			x						
			Implement				x	x				

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Sense of Place												
Provide amenities such as parks.	Parks (Lead); Public Works; Economic Development Program; Planning; Parking Advisory Board	Inventory existing park sites and suggest additions if appropriate.	Develop a master plan for the Totem Lake park property			x	x	x	x	x	x	
			Plan for future pedestrian/biking links to Eastside Rail Corridor			x	x	x	x	x	x	
			Consider zoning regulations which encourage private development to create additional greenspace, outdoor public gathering places, and neighborhood recreation amenities			x	x	x	x	x	x	
			Pursue public/private partnership opportunities for siting a future public recreation center within the Totem Lake area.				x	x	x	x	x	
			Create a community off-leash area for dogs within the Totem Lake Neighborhood		x	x						
		Reprioritize CIP Real Estate Excise Tax and Surface Water Management funding.	Repurpose existing Parks' CIP funds for Totem Lake park master plan		x							
Promote Totem Lake as viable neighborhood and business address.	City Manager's Office (Lead); Economic Development Program; Economic Development Committee; Development Services Team; Duncan Milloy, Business Retention Consultant	Rebrand Kirkland as "open for business" in Promotional materials.	Quarterly bulletins to track public/private developments	x	x	x	x	x	x	x	x	
			Publish interviews with key businesses in regional/local media	x	x	x	x	x	x	x	x	
			Map existing and planned development and update		x		x		x		x	
			Update editors about Totem Lake planning and developments		x				x			
		Market Totem Lake opportunities through developer networks, trade organizations, broker networks, etc.	Retain consultant to prepare marketing plan									
			Retain team (eg ULI) to target key initiatives, lead charrette with community/symposium attendees, help to synergize/sequence workplan		x	x						
			Consultant final report to fuel marketing plan and promotion				x	x	x			
			Symposium redux			x				x		
			Continue to feed media outlets Totem Lake Updates	x	x	x	x	x	x	x	x	
			Continue work with potential developers	x	x	x	x	x	x	x	x	
		Promote neighborhood awareness of Totem Lake Initiatives.	Attend two neighborhood meetings	x								
			Check in at upcoming neighborhood meetings			x		x		x		
			Identify funding to cover promotion costs	x								

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Sense of Place, continued												
Public Safety Building	Public Works (Lead); City Manager's Office	Notice to proceed with Arch/Eng services	Advertise A/E Request for Qualifications Interview and select A/E consultant NTP by July 1, 2011			x						
		Design Development Complete	Complete space needs requirements Complete schematic layout and cost estimate Begin permitting and complete design review board process Complete design development and cost est. March, 2012					x				
		Construction Documents Complete	Receive all permits Prepare construction documents for bid Request Council authorization to advertise for const. bids							x		
		Bid and Award Construction Contract	Advertise project for construction bids Determine low bidder - check references & responsiveness Request Council authorization to award construction contract								x	

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Transportation												
Increase roadway capacity (e.g. reinstate grid, frontage roads, connections over I-405) and provide multi modal options (e.g. BNSF RR).	Public Works (Lead); Grant Committee; Legislative Committee	Identify system gaps with transportation staff and Transportation Commission (TC).	Pursue state/federal grant funding for NE 120th St Extension				x					
			Integrate Totem Lake ITS network with other City initiative					x	x			\$1.8 M CMAQ grant
		Enhance ped network	Working with WSDOT on completion of NE 124th St sidewalk			x						TC workplan
		Review concurrency to incorporate multi-modal work	Work with Transportation Commission to redefine concurrency and mode split			x	x					TC Workplan
Acquire BNSF RR for trail and transit	City Mgr's Office (Lead); City Attorney; Parks, Public Works	Identify and pursue new funding sources for transportation.	Continue to work with Port on acquisition of railroad	x	x	x						
			Bring proposal forward to CC		x							
Provide additional access and egress to I-405.	Public Works (Lead); Legislative Committee	Advocate for moving I-405 access projects forward	NE 116th Street interchange (WSDOT) Ph II construction		x	x	x					
			NE 132nd Street interchange (WSDOT) construction									current plan is ~ 2025
Reconfigure 120th Ave NE (between malls)	Public Works (Lead); Planning	Evaluate building ahead of mall development.	Consider utility work with Northshore									
Take actions to reduce confusion such as renaming streets.	Public Works (Lead); Planning	Evaluate, review with Transportation Commission and report out.										TC workplan?

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Drainage/Flood Relief												
Reduce frequency and severity of flooding of roads and property adjacent to Totem Lake.	Public Works (Lead)	Pursue King County Flood Control Zone District funding and reprioritize CIP to develop and construct a solution.	Hire consultant, scope Phase I (immediate) project; \$180k	x								negotiations w CH2MHILL
			Conduct Ph I study to investigate existing system		x	x						
			Construction scope for Ph I; secure funding			x						
			Pursue funding for Ph II study through CIP process			x	x					
			Ph II study, develop alternatives and conceptual design					x	x	x		
			Pursue funding for construction including CIP reprioritization						x	x	x	
			Construct solution									partial solution could be constructed summer of 2012 depending on magnitude of solution and funding availability
		Discuss use of NE 128th Street Direct access ramps during flood events	Work with WSDOT on terms of agreement		x							will require State approval

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Economic Development/Customer Service													
Be more aggressive in regard to economic development. Compete with other cities. Adopt a more proactive stance to permitting of projects	City Manager’s Office (Lead); Economic Development Program; Economic Development Committee; Development Services Team	Review program comparison with other cities. Suggest enhancements, new strategies.	Analyze and bring forward recommendations to EDC				x						
			Coordinate with other departments on implementation					x	x	x			
		Consider retaining marketing consultant to assist with messages and communications.	See sense of place										
		Prepare marketing materials for Totem Lake opportunities and distribute through developer networks, trade organizations, broker networks, etc.	See sense of place										
Permitting													
Provide faster, easier permitting (e.g. “Red carpet service”).	Planning (Lead); Development Services Team	Evaluate options for simplifying permits and improving service.	Review with Development Review Managers		x								
			Prepare options		x								
	Planning (Lead)	Explore off-site wetland mitigation	Review options with EDC and Council			x	x						

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Incentives												
Offer incentives to catalyze development.	City Manager's Office (Lead); Economic Development Program; Planning	Evaluate actions that have been proposed (purchase of land; building of common parking garage; added density; enterprise zone). Seek input on most useful incentives from developer focus group.	Consider development panel/rounding board to peer review of options		x							
			Work with AWC other state, local and private interests to promote TIF and other incentives	x	x							
Reduce taxes and upfront fees.	City Manager's Office (Lead); Finance; Planning; Development Services Team	Evaluate.	Reduction of transportation impact fees for existing bldgs.	x								Done
			Coordinate review of other possible reductions and efficiencies			x	x	x				
			Screen proposals through Chamber Public Policy/developers						x	x		
			Bring proposal forward to CC								x	
Make development more affordable by relieving developers of costs (especially up-front costs).	Planning (Lead); Development Services Team; Economic Development Committee, EDC	Consider planned action EIS to relieve individual projects of SEPA requirement.	Make budget proposal for 2013-14 budget							x	x	
		Explore changes to critical area requirements.	Add to list of code amendments	x								
			Consider with critical areas update								x	
		Explore extension of Single Family pilot procedures to commercial projects allowing payment of impact fees at escrow or certificate of occupancy.	Discuss with development review managers			x						
			Report to Economic Development Committee				x					

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Incentives, continued												
Reduce development costs	Public Works (Lead)	Explore reducing impact fees if multi-modal efforts are demonstrated.					x					
	Public Works (Lead)	Provide input to Ecology and/or legislature regarding NPDES Municipal Storm water Permit requirements.	Comment on draft permit which will be issued in May of 2011		x							
	Public Works (Lead)	Develop regional-scale plan for surface water management including potential fee-in-lieu or mitigation banking for surface water impact mitigation.	Pursue funding for plan development		x	x	x					
			Develop plan					x	x	x	x	